UNITED
NATIONS

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Secretariat

ST/IC/1991/49
23 August 1991

INFORMATION CIRCULAR

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: WORKING HOURS*

1. From Tuesday, 17 September 1991, until the last day of the forty-sixth session of the General Assembly, the normal working hours at Headquarters will be 9.30 a.m. to 6 p.m., as provided in staff rule 101.2 (a).

2. Heads of department or office may authorize an alternative schedule of 9 a.m. to 5.30 p.m. for staff of their department or office, or of any major division, if this is more suitable to meet the needs of that particular service. Essential services must be maintained at all times to fulfil the meeting requirements of the General Assembly.

3. From the day following the last day of the forty-sixth session of the General Assembly, the normal working hours will be 9 a.m. to 5 p.m. or 9.30 a.m. to 5.30 p.m., as the case may be, until further notice.

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* Personnel Manual index No. 1230.

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